

# Allowable Test Administration Procedures and Materials for STAAR, STAAR Spanish, STAAR L, STAAR Modified, and TELPAS

During state assessments, certain test administration procedures and materials may be provided to students based on their needs. In general, they are available to any student who regularly benefits from the use of these procedures or materials during instruction, although a student cannot be required to use them during testing. Coordinators are responsible for ensuring that test administrators understand the proper implementation of these procedures and use of these materials. In some cases, a student may need to complete the test in a separate setting in order to eliminate distractions to other students and to ensure that the security and confidentiality of the test are maintained.

These test administration procedures and materials are not considered testing accommodations, so using them during a state assessment does not require that they be recorded on students' answer documents. A list of allowable procedures and materials is provided below. For information regarding individualized accommodations, refer to the Accommodations Triangle located on the Accommodations for Students with Disabilities webpage.

- Signing test administration directions for a student who is deaf or hard of hearing
- Translating test administration directions into the native language of an English language learner
- Allowing a student to read the test aloud to facilitate comprehension
- Reading aloud or signing the personal narrative, expository, literary, or persuasive writing prompt to any student who requests this assistance
- Providing reading assistance on the grade 3 mathematics test for any student
- Making the following assistive tools available:
  - scratch paper
  - color overlays
  - blank place markers
  - magnifying devices
  - highlighters, colored pencils, or crayons
- Giving permission for a student to use tools to minimize distractions or to help maintain focus (e.g., stress ball, noise-reducing headphones, or instrumental music [no lyrics] played through an individual student's headphones or ear buds)
- Allowing individual and small-group administrations
- Reminding students to stay on task



Coordinator  
Manual  
Resources

Accommodations  
for Students with  
Disabilities



Allowable Test  
Administration  
Procedures and  
Materials



## Accommodations Information

Accommodations are changes to instructional materials, procedures, or techniques that allow students with a disability and ELLs to participate meaningfully in grade-level or course instruction and testing activities. Information regarding allowable accommodations for the STAAR and TELPAS programs can be found on the Accommodation Resources webpage.

### Accommodations for Students with Disabilities

The following types of accommodations are available to students with disabilities. Students receiving special education or Section 504 services, as well as those students who do not qualify for services but are eligible for accommodations due to their disabling condition, may be eligible for the accommodations listed below.

- Type 1—accommodations approved locally. This type of accommodation is available for students who meet specific eligibility criteria. The decision to provide a Type 1 accommodation to a student is made by the appropriate team of people at the campus level (e.g., ARD committee, ARD committee in conjunction with the LPAC, Section 504 placement committee, RTI team, student assistance team). It is not necessary to submit an Accommodation Request Form to TEA.
- Type 2—accommodations requiring TEA approval. This type of accommodation requires the submission of an Accommodation Request Form to TEA. For accommodations listed in the Accommodation Triangle under Type 2, the appropriate team of people at the campus level (e.g., ARD committee, ARD committee in conjunction with the LPAC, Section 504 placement committee, RTI team, student assistance team) determines whether the student meets all of the specific eligibility criteria and, if so, submits an Accommodation Request Form to TEA for approval.

Refer to the Accommodation Resources webpage for detailed information regarding accommodations for students with disabilities.

### Accommodations in Unexpected or Emergency Situations

Unexpected or emergency situations that necessitate the use of a testing accommodation may occur just prior to or on the day of the state assessment. For example, a student may have a broken arm and need his or her responses transcribed onto the answer document. When considering how to meet a student's needs in an unexpected or emergency situation, encouraging student independence should be a priority.

If the student's needs can be met with an allowable procedure or material or a Type 1 accommodation, it should be made available to the student during testing. There is no need to contact TEA. If, however, a Type 2 accommodation will be needed, contact TEA's Accommodations Task Force for permission and additional instructions.

## NOTES



*Critical  
Information  
about  
Accommodations  
for Students  
with Disabilities*



*Accommodation  
Resources*

In unexpected and emergency situations, there is no expectation that the student would have routinely received the procedure, material, or accommodation during previous classroom instruction and testing. After testing, if the student used a Type 1 or 2 accommodation, the general accommodation (GA) bubble should be marked on the student's answer document or in the Assessment Management System.

For additional questions about testing accommodations in unexpected or emergency situations, refer to the *Critical Information about Accommodations for Students with Disabilities* document on the Accommodation Resources webpage or contact a member of TEA's Accommodations Task Force at 512-463-9536.

## Linguistic Accommodations for ELLs

Linguistic accommodations address the unique second language acquisition process of students who are acquiring a new language. These accommodations are intended to decrease the effect of linguistic difficulties ELLs experience when learning and demonstrating knowledge and skills in English.

Linguistic accommodations are available for eligible ELLs taking STAAR, STAAR L, and STAAR Modified. The types and number of linguistic accommodations available vary according to the eligibility criteria and the subject area assessed. Because students taking STAAR Spanish are testing in their primary language, linguistic accommodations beyond a native language assessment are not provided. The linguistic accommodations available on STAAR, STAAR L, and STAAR Modified are found on the Accommodation Resources webpage.